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**Municipality/Organization:** TOWN OF ROLLINSFORD



**EPA NPDES Permit Number:**

**MaDEP Transmittal Number:** W-

**Annual Report Number**

**& Reporting Period:**

**No. 1: March 03-March 04**

## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person:** EDMUND F. JANSEN, JR.

**Title:** CHAIR-BD OF SELECTMEN

**Telephone #:** 603-742-2510

**Email:** EFJJ@COMCAST.NET

### **Certification:**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

**Signature:**

**Printed Name:** EDMUND F. JANSEN, JR.

**Title:** CHAIR, BOARD OF SELECTMEN

**Date:** JULY 21, 2004

## Part II. Self-Assessment

The Town of Rollinsford has completed the required self-assessment and have determined that our municipality is in compliance with all permit conditions on July 15, 2004 except for the following;

Part # F

Failed to submit annual report on or before May1. Submitted on July 21, 2004

### Part III. Summary of Minimum Control Measures

#### 1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
1	secure & distribute brochures on storm water	Selectmen		none	Implement in year 2
Revised					
2	create MS4 section on Rollinsford web page	Selectmen & webmaster		none	Implement in year 2
Revised					
3	notify residents of cable specials on MS4 issues	Selectmen & volunteers		none	Implement in year 2
Revised					
Revised					
Revised					
Revised					

#### 1a. Additions


## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
14 Revised	organize citizen panel	Selectmen & Conservation Committee		none	Begin implementation in year 2
5 Revised	spring - citizen cleanup 2003 & 2004	Road Agent & Amer. Legion		spring clean up of major roads in village area	continue in 2005
6 Revised	review land ordinance plan to determine need to amend for storm drain protection	Board		no action in year 1	begin review in fall of 2004
Revised					
Revised					
Revised					

### 2a. Additions


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
7 Revised	Inventory and inspection of catch basins	Road agent		cleaning of catch basins in spring of 2003 & 2004	continue program on annual basis
8 Revised	survey surface drainage ditches	Road agent		Initiated in 2004	start written record of inspections
9 Revised	detect septic system failures	Health Off.		1 failed system detected and ordered repaired	continue monitoring and detection efforts. maintain records
10 Revised	establish land regulation to control runoff	Selectmen		not yet started	begin determination of regulations required.
Revised					
Revised					

#### 3a. Additions


#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
11 Revised	Update subdivision plan to address runoff issues	Pln. Board		no action in year 1	plan review of subdivision in year 2
12 Revised	Update site plan regulations to address storm drain impacts	Pln. Board		no action in year 1	plan review of site review ordinance in year 2
Revised					
Revised					
Revised					
Revised					

#### 4a. Additions


## 5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
13	prepare inspection and test schedules for storm drain system	Selectmen & Conservation Committee		no action in year 1	Initiate testing of 5 sites in year 2
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

### 5a. Additions


# 6. MUNICIPAL GOOD HOUSEKEEPING

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2
14 Revised	Street sweeping to remove sand	Road Agent		Street swept in year 1	Continue annual street sweeping in year 2
15 Revised	Erosion control along streets and roads	Road Agent		Implemented in year 1	continue in year 2
16 Revised	Household hazardous waste disposal day	Road Agent		Conducted in October 2003	Special collection day in October 2004
Revised					
Revised					
Revised					
Revised					

## 2a. Additions




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

March 18, 2005

Mr. Edmund F. Jansen, Jr.  
Chair, Board of Selectmen  
Town of Rollinsford  
PO Box 309  
Rollinsford, NH 03869-0309

**RE: Acknowledgment of Annual Report - NHR041029 - Town of Rollinsford**

Dear Chairman Jansen:

This is to acknowledge our receipt of your Annual Report describing your progress in implementing your Stormwater Management Plan (SWMP) for the Town of Rollinsford required under the General Permit for Municipal Separate Stormwater Sewer Systems (MS4s). EPA will be considering this report along with your notice of intent (NOI) during the five year term of this general permit to measure your progress in meeting the goals of your SWMP. For additional information, updates and assistance tools regarding Annual Reports and EPA New England's stormwater program, please consult EPA New England's Stormwater Web Site at <http://www.epa.gov/ne/npdes/stormwater/ms4-annual-rpt.html>.

Please note that the General Permit requirement of an Annual Report is also a requirement for NH DES. A separate, signed Annual Report should be submitted to NH DES as well if you have not already done so. As a reminder, the next Annual Report is due to EPA and NH DES on **May 1, 2005**.

Sincerely,

Shelley Puleo  
Environmental Protection Specialist  
Municipal Assistance Unit

cc: Jeffrey Andrews, NH DES

		CONCURRENCES					
SYMBOL							
SURNAME							
DATE							

*Handwritten in first row of CONCURRENCES:*  
JWCMS  
Shelley  
3/17/05



TOWN HALL  
667 Main Street

## TOWN OF ROLLINSFORD

P.O. Box 309 • Rollinsford, New Hampshire 03869-0309

Telephone (603) 742-2510 • Fax (603) 740-0254

3/15/05  
received

March 9, 2005

NHRS 4/029

This is a copy of the Report  
sent in July 2004.